



Position title	Planning Officer
Position number	PN1047
Classification	APS5
Location	Townsville, QLD
Salary	APS5 \$88,833 - \$96,829 PA (NB employees ordinarily start on the base salary and then advance to the top pay point over time as per the Enterprise Agreement)
Employment type	Ongoing/Non-ongoing; Full-time
Security level	Baseline
Section	Marine Park Policy and Planning
Branch	Major Projects
Contact officer	Russell Hosp, Senior Planning Officer, Ph. 0439 228 107

The Organisation

The Great Barrier Reef is a World Heritage listed tropical marine ecosystem of 3000 individual coral reefs, deep shoals, seagrasses and mangrove systems that support many thousands of marine species. Bigger than Italy, it stretches 2300 kilometres along Australia's Queensland coast. It is the Sea Country home for about 70 Traditional Owner groups whose connections with the Reef go back more than 60,000 years. The Reef inspires awe in two million tourists every year, supports approximately 64,000 jobs and contributes over \$6 billion a year to the Australian tourism economy.

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

The Position

We are seeking a policy or planning professional, preferably in the natural resource management field, to join our team. As part of the Policy and Planning section, you will understand and apply environmental legislation to develop practical, innovative solutions to protect the values and allow for the ecologically sustainable use of the Great Barrier Reef Marine Park (Marine Park). You will understand the need for productive relationships across multidisciplinary teams, including multiple stakeholders, Traditional Owners and other government agencies. You will use spatial data, statistical analytics and professional software to evaluate uses, values, and priorities within the Marine Park.

Where the role fits

The Major Projects Branch is focused on turning knowledge into impact - bridging science, people, and practice to drive confident action and real-world change. Our work is delivered in partnership with Traditional Owners, community, and key stakeholders to conserve the Outstanding universal value of the Reef and enable ecologically sustainable use of and access to the Great Barrier Reef Marine Park.

The Policy and Planning section is responsible for Marine Park planning, policy and regulation. In particular, the section is responsible for delivering a contemporary policy, planning and regulatory framework that protects key values and enables ecologically sustainable use in the Marine Park.

The Person

The suitable candidate will be agile and adaptive in the way they work, open to change and willing to explore innovative ways of working, including across the Section. When you work for us, you understand that leadership exists at all levels, and you display this at all times. You work collaboratively to deliver results and display the personal drive and integrity expected of an Australian Public Service (APS) employee.

- ✓ You have experience in developing and applying policies and spatial management plans, ideally in an environmental / marine protected area context.
- ✓ You have experience in relationship and stakeholder management and working with Traditional Owners.
- ✓ You understand the need for exploring innovative solutions while appreciating the reasons for existing policy, plans and legislation.
- ✓ You have an eye for detail and are able to analyse a variety of data sources to inform management decisions.
- ✓ You will have excellent communication, relationship and stakeholder management skills.
- ✓ You seek to work collaboratively and enjoy being part of a cohesive team.

First Nations People are strongly encouraged to apply for this role.

Duties

1. Collaboratively develop and implement spatial management strategies, policies and enabling legislation that provide for the long-term protection and conservation of the Marine Park as well as its ecologically sustainable use.
2. Manage complex projects and help develop initiatives to effectively manage Marine Park threats and uses. This includes working collaboratively and effectively with internal and external stakeholders on strategic issues, including with the Queensland Government, to ensure alignment with joint permitting and joint field management arrangements.
3. Prepare high-quality written materials, including data analysis within strategies and reports, to provide expert, timely, practical, transparent and risk-based advice to management on policy, spatial planning and/or regulatory issues for the Marine Park.
4. Actively participate, as part of a committed team, to the work of the Section, including contributing to delivering the broader Reef Authority's corporate objectives.
5. Represent the Reef Authority on policy, spatial planning and/or regulatory matters relevant to the Marine Park. This includes contributing to a range of meetings and forums with internal or external stakeholders, Traditional Owners and other government agencies to foster cooperation on strategic issues.
6. Be responsible for managing work projects to achieve results demonstrating the ability to be agile and responsive to changing requirements, including achieving quality outcomes and adhering to documentation procedures.

As an APS employee you may be reassigned to a different set of duties at the same classification level at the discretion of the agency head (CEO), taking account of operational requirements in the agency.

Core Accountabilities

As an employee of the Reef Authority, you will have the following core accountabilities where:

1. You will take responsibility to ensure that you are fit for duty, taking reasonable care for your own health and safety and that your acts or omissions do not adversely affect the health and safety of others in the workplace. You will contribute to the effective implementation of the Reef Authority's work health and safety (WHS) Policy and Manual and comply with the WHS Codes of Practice and legislation.
2. You will uphold the APS Code of Conduct, the APS Values and the APS Employment Principles, comply with relevant legislation, and observe the policies and procedures of the Reef Authority as in force from time to time.
3. You will model and uphold the Reef Authority's behaviours that will deliver our ideal culture:

We are **ONE GBRMPA**

We are an inclusive community of diverse individuals, working collaboratively with trust and respect to achieve the Authority's shared purpose.

We are **PROFESSIONAL**

We are committed, professional public servants who are accountable and transparent, always acting in the best interests of the Authority.

We **DELIVER**

We deliver meaningful and measurable outcomes by setting clear and achievable goals, managing risk effectively & accepting shared responsibility for results.

We **STRIVE** for
EXCELLENCE

We bring our experience, skills and knowledge to everything we do and are committed to professional growth.

Eligibility requirements & qualifications

Applicants **must**:

1. be an Australian citizen at time of applying for position.
2. be able to obtain and maintain a Baseline security clearance, failure to do so will result in termination of employment.
3. be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be the successful candidate.

Desirable qualifications or equivalent experience

- Experience or relevant tertiary qualifications in marine and/or terrestrial natural resource management, especially in development and implementation of policy, spatial planning and legislation interpretation.
- Experience with synthesising scientific information and publicly available data to inform policy and management plans, including the ability to utilise data visualisation tools (e.g. ArcGIS, Excel, Power BI).
- Have the ability to travel – sometimes overnight or for multiple days.

Preparing your application

Please ensure you read the instructions carefully, noting failure to address identified requirements may lead to your application being deemed ineligible.

You will be required to prepare a response document (“pitch”) in MSWord or PDF format using standard margins and size 11 Arial font.

Please prepare a ‘pitch’, which does not exceed **two** pages, in relation to the advertised role, outlining:

1. how your experience, abilities, knowledge and personal qualities would enable you to perform the duties and meet the technical and behavioural capabilities of the role.
2. any specific examples or achievements that demonstrate your ability to perform the role.
3. how you meet the eligibility requirements and qualifications for the position.

When you include an example, you should explain:

- ✓ your personal role in the task.
- ✓ the methods you used.
- ✓ any barriers you were able to overcome, and
- ✓ the outcome.

When crafting your response, we encourage you to review ‘**Cracking the Code**’ and the relevant **Australian Public Service Work Level Standards** which can be found on the Australian Public Service Commission website: www.apsc.gov.au

Your application must include:

1. your ‘pitch’ (as described above).
2. proof of Australian citizenship.
3. a current curriculum vitae (resume) that includes:
 - ✓ an outline of your career history.
 - ✓ qualifications and/or formal/informal training relevant to the position.
 - ✓ contact details for at least two recent referees, one of whom should be your current supervisor.

Applicants are advised to read further information provided on the [Great Barrier Reef Marine Park Authority Careers website](#).

To apply for this position, please see the vacancy listing on [The Reef Authority’s Career Portal](#).

PLEASE NOTE: - The panel may not consider additional information such as a cover letter or content exceeding the page limit.

Position description approved by:

Aimee Saunders

Recruitment Officer

25/09/2026